



U.S. Department of Justice

**Federal Bureau of Investigation**  
Washington, D.C. 20535

April 25, 2013

MUCKROCK NEWS  
DEPT MR 4933  
POST OFFICE BOX 55819  
BOSTON, MA 02205-5819

Subject: Guidelines for Appropriate Office  
Apparel

Dear Ms. Berg:

This is in response to your Freedom of Information Act (FOIA) request regarding "guidelines for appropriate office apparel."

The FOIPA provides for access to Government records where the records sought are "reasonably described" [Title 5, United States Code, Section 552a(a)(3)(A)]. Your letter does not contain enough descriptive information to permit a search of our records. In accordance with Title 28, Code of Federal Regulations, Part 16.3(b), please provide us more specific information. Any information that would help locate the records with a reasonable amount of effort would be appreciated, such as complete names of individuals, organizations or events, dates and places of birth and the approximate time frame of the information sought, etc.

Enclosed for your information is a copy of the FBI Fact Sheet.

Sincerely,

A handwritten signature in black ink, appearing to read "D. Hardy", is written over a horizontal line.

David M. Hardy  
Section Chief,  
Record/Information  
Dissemination Section  
Records Management Division

Enclosure